

# OFFICE OF THE UNITED STATES TRADE REPRESENTATIVE

## CHARTER OF THE TRADE AND ENVIRONMENT POLICY ADVISORY COMMITTEE

### 1. COMMITTEE'S OFFICIAL DESIGNATION

Trade and Environment Policy Advisory Committee (TEPAC)

### 2. AUTHORITY

The U.S. Trade Representative, pursuant to Section 135(1) of the Trade Act of 1974 (19 U.S.C. 2155(1), the (the Act), as amended, the Federal Advisory Committee Act (5 U.S.C. App. I), Executive Order No. 11846 of March 27, 1975, and Executive Order No. 12905 of March 25, 1994, as amended and extended, hereby established the Trade and Environment Policy Advisory Committee (hereinafter the "Committee") to provide policy advice on issues involving trade and the environment.

### 3. OBJECTIVES AND SCOPE OF ACTIVITIES

The Committee's objectives and the scope of its activity are as follows:

- (1) The Committee will provide the U.S. Trade Representative with policy advice on issues involving trade and the environment. It is anticipated that the U.S. Trade Representative will share the advice received with other relevant agencies interested in the subject matter.
- (2) The Committee shall at the conclusion of negotiations for each trade agreement referred to in Section 102 of the Act, provide to the President, to Congress, and to the U.S. Trade Representative a report on such agreement which shall include an advisory opinion on whether and to what extent the agreement promotes the interests of the United States.
- (3) The Committee may establish such subcommittees of its members as may be necessary, subject to the provisions of the Federal Advisory Committee Act and the approval of the U.S. Trade Representative, or his designee.
- (4) The Committee will report to the U.S. Trade Representative, or his designee.

### 4. DISCRIPTION OF DUTIES

The Committee will be used solely for advisory purposes. The Committee will meet as needed at the call of the U.S. Trade Representative or his designee depending on various factors such as the level of activity of trade negotiations and the needs of the U.S. Trade Representative, or at the call of two-

thirds of the members of the Committee.

5. AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Committee reports to the U.S. Trade Representative.

6. SUPPORT

Office of the U.S. Trade Representative, Office of Intergovernmental Affairs and Public Engagement

7. ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS

The estimated annual operating costs of the Committee are \$72,000 and approximately 1.5 person-years of staff support (full time equivalent (FTE) years).

8. DESIGNATED FEDERAL OFFICER

The Committee shall have an Executive Director who shall be a full time Designated Federal Officer (DFO) or employee designated by the U.S. Trade Representative. The DFO will approve or call all of the advisory committee's and Subcommittees' meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.

9. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

The Committee shall meet approximately 2 or 3 times per year or as deemed necessary by the official to whom the advisory committee reports.

10. TERMINATION

The Committee is scheduled to terminate by September 30, 2013, two years from the date of the Executive Order extending it, unless otherwise extended.

11. RECORDKEEPING

The records of the committee, formally and informally established subcommittees, or other subgroups of the committee, shall be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule by USTR. To the extent consistent with the Trade Act, 19 U.S.C. 2188 (f), these records shall be available for public inspection and copying, subject to the Freedom of Information

Act, 5 U.S.C. 522


12. MEMBERSHIP AND DESIGNATION

The Committee shall consist of not more than 35 members, including, but not limited to, representatives from environmental interest groups, industry (including the environmental technology and environmental services industries), agriculture, services, non-federal governments, and consumer interests. The Committee shall be broadly representative of key sectors and groups of the economy with an interest in trade and environmental policy issues. The Committee Members will serve in a representative capacity.

13. DURATION

The Committee is scheduled to terminate by September 30, 2013, two years from the date of the Executive Order extending it, unless otherwise extended.

Sept. 27, 2013  
Date

  
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Ronald Kirk  
United States Trade Representative